

"SAMPLE"

Department of the Army
MUST HAVE "Official Letter head"

Date xx month 200?5

MEMORANDUM FOR RECORD

TO: NREMT

SUBJECT: Late reregistration for soldiers deployed to Afghanistan or Iraq during OEF or OIF
REFERENCE: SSG Been N. Toolong

In regards to section 1A, continuing education hours. The above named soldier received EMT refresher training equivalent to the 1994 DOT curriculum.

Dates: xx DEC 200?5 Thru xx DEC 200?5

<i>Date completed</i>	<i>Class</i>	<i>Hours Trained</i>	<i>Method Used</i>
xx DEC 200?5	Preparatory	1	Lecture/Classroom?
xx DEC 200?5	Airway	2	Lecture/Classroom?
xx DEC 200?5	Patient Assessment	3	Lecture/Classroom?
xx DEC 200?5	Medical/Behavioral	4	Lecture/Classroom?
xx DEC 200?5	Trauma	4	Lecture/Classroom?
xx DEC 200?5	OB, Infs & Child	2	Lecture/Classroom?
xx DEC 200?5	Elective	8	Lecture/Classroom?
Total		24	

In regards to section II, additional 48 hours of continuing education the above named soldier received the following training.

<i>Date completed</i>	<i>Topics of Training</i>	<i>Method Used</i>	<i>Hours Trained</i>
Xx Month Year	Medical training conducted/attended	Lecture/Classroom?	# hours given
Xx Month Year	Medical training conducted/attended	Lecture/Classroom?	# hours given
Xx Month Year	Medical training conducted/attended	Lecture/Classroom?	# hours given
Xx Month Year	Medical training conducted/attended	Lecture/Classroom?	# hours given
<i>Total</i>		<i>Must total at least 48 hrs</i>	

Best Soldier
(Rank)CPT, (branch)
CMDR/DOC/PA/NCOIC etc

If you use the Memorandum above please ensure that you hand print on to the application all the training you document.

Do not put "SEE ATTACHED MEMO". The form must be filled out in its entirety. Too easy.

It is best to get this done AS SOON AS POSSIBLE, however, you can late-reregister when you get back. As long as you are downrange, you'll have 90 days from your return to renew your EMT...Our office will validate your application and deployment status, and you'll be OK. Here is a list of what to expect to do when you return. The forms are also online at www.nremt.org.

EMT-Basics ONLY: Use this checklist if you mail in after the 31 March 2006 Deadline (FOR SOLDIERS RETURNING FROM DEPLOYMENT)

1. NREMT Registration packet...Complete, and MAKE SURE all signatures (original) are there.
2. Payment not necessary if MODS Datasheet print out is included can be found @ www.mods.army.mil with AKO Username and Password. (as of 1 January 2007) the Army is currently paying for all reregistrations. The MODS print out is what NREMT will use to get their funds from the US Army.
3. 24-hour Refresher Course or Training Equivalency Certificate (s)
4. ANY/ALL other CE's/Documentation of additional training (you need 48 hours of additional training)
5. Deployment Orders
6. Re-Deployment Orders (Reserves/Guard can use 214).
7. Copy of CURRENT CPR Card
8. Mail in to the US Army EMS Programs Office at address below in trackable method (FEDEX or UPS) "BEST AND FASTEST WAY".

US Army EMS Programs Office
ATTN: Recertifications (MR Diaz)
3151 W.W. White RD. BLDG 1374 RM 115
Fort Sam Houston, TX 78234-6125

All Late "ARMY" Reregistration must come through our office.

You can late-reregister when you get back. As long as you are downrange, you'll have 90 days from your return to renew your EMT...Our office will validate your application and deployment status, and you'll be OK. Here is a list of what to expect to do when you return. The forms are online at www.nremt.org.

EMT-Basics ONLY: Use this checklist if you mail in prior to the 31 March 2007 Deadline

1. NREMT Registration packet...Complete, and MAKE SURE all signatures (original) are there.
2. Payment not necessary if MODS Datasheet print out is included can be found @ www.mods.army.mil with AKO Username and Password. (as of 1 January 2007)

the Army is currently paying for all reregistrations. The MODS print out is what NREMT will use to get their funds from the US Army.

3. 24-hour Refresher Course or Training Equivalency Certificate (s)
4. ANY/ALL other CE's/Documentation of additional training (you need 48 hours of additional training)
5. Copy of CURRENT CPR Card
6. Mail in trackable method to NREMT in Ohio (FEDEX or UPS) "BEST AND FASTEST WAY"

EMT-Basics ONLY: Use this checklist if you mail in after the 31 March 2007 Deadline (For Deployed Soldiers)

1. NREMT Registration packet...Complete, and MAKE SURE all signatures (original) are there.
2. Payment not necessary if MODS Datasheet print out is included can be found @ www.mods.army.mil with AKO Username and Password. (as of 1 January 2007) the Army is currently paying for all reregistrations. The MODS print out is what NREMT will use to get their funds from the US Army.
3. 24-hour Refresher Course or Training Equivalency Certificate (s)
4. ANY/ALL other CE's/Documentation of additional training (you need 48 hours of additional training)
5. Deployment Orders
6. Re-Deployment Orders (Reserves/Guard can use 214).
7. Copy of CURRENT CPR Card
8. Mail in to the US Army EMS Programs Office at address below in trackable method (FEDEX or UPS) "BEST AND FASTEST WAY".

US Army EMS Programs Office
ATTN: Recertifications (MR Diaz)
3151 W.W. White RD. BLDG 1374 RM 115
Fort Sam Houston, TX 78234-6125

All Late "ARMY" Reregistration must come through our office.

You can late-reregister when you get back. As long as you are downrange, you'll have 90 days from your return to renew your EMT...Our office will validate your application and deployment status, and you'll be OK. Here is a list of what to expect to do when you return. The forms are online at www.nremt.org.

EMT-I:

1. NREMT-I Registration packet...Complete, and MAKE SURE all signatures are there.
2. \$15 Check or Money Order made out to "NREMT"
3. 36-hour Refresher Course or Training Equivalency Certificate (s)
4. ANY/ALL other CE's/Documentation of additional training (you need 36hours of additional training)
5. Deployment Orders
6. Re-Deployment Orders (Reserves/Guard can use 214).
7. Copy of CURRENT CPR Card
8. Mail in trackable method (FEDEX or UPS) "BEST AND FASTEST WAY"

**US Army EMS Programs Office
ATTN: Recertifications (MR Diaz)
3151 W.W. White RD. BLDG 1374 Ste 115W
Fort Sam Houston, TX 78234-6125**

EMT-P:

1. NREMT-P Registration packet...Complete, and MAKE SURE all signatures are there.
2. \$20 Check or Money Order made out to "NREMT"
3. 48-hour Refresher Course or Training Equivalency Certificate (s)
4. ANY/ALL other CE's/Documentation of additional training (you need 24 hours of additional training)
5. Deployment Orders
6. Re-Deployment Orders (Reserves/Guard can use 214).
7. Copy of CURRENT CPR Card
8. Copy of ACLS Card
9. Mail in trackable method (FEDEX or UPS) "BEST AND FASTEST WAY"

**US Army EMS Programs Office
ATTN: Recertifications (MR Diaz)
3151 W.W. White RD. BLDG 1374 Ste 115W
Fort Sam Houston, TX 78234-6125**

CURRENT POLICY:

ALCON:

The following is the new National Registry of Emergency Medical Technicians (NREMT) certification re-registration policy that has been agreed upon by the U.S. Army and the NREMT. Please review and note that all 91W's deployed to the theater of operations for OIF/OEF will have a maximum of **90 days** upon their redeployment date to renew their NREMT certification. All other Soldiers will need to ensure that they do not allow their certification to expire or they will be required to follow the NREMT reinstatement policy.

NREMT Reregistration Extension Policy for US Army 91W's

Deployed to Operations Iraqi Freedom and Enduring Freedom

Description: This policy governs all current Health Care

Specialists (91W) serving in the Active, National Guard (NG) Reserve components (RC). This applies to current Nationally Registered Emergency Medical Technician-qualified (NREMT) 91W's who are deployed/deploying to designated combat zones or have recently returned from combat zones.

1. 91W's who were deployed to designated combat zones:

Allocated a maximum of **90 days** after their return to duty station or home of record (in case of NG/RC Soldiers) to meet reregistration requirements. The 91W must send the reregistration forms, along with the required information (copies of course certificates/CE's), appropriate fees (based on certification level), and deployment/redeployment orders to the US Army EMS Programs Office at Ft Sam Houston, TX. The US Army EMS Programs Office will complete the validation.

The National Registry will reinstate those individuals that have met the validation and National Registry requirements. If re-registration forms are not complete, the National Registry will return the forms to the individual and they will have up to 30 days to correct and return to National Registry (IAW NREMT standard policy). Any continuing education, whether before or after the expiration date, used for reinstatement cannot be used for the next reregistration cycle.

If an individual exceeds the 90-day waiver, their registration will expire. They will need to reenter the National Registry NREMT's reinstatement policy.

2. 91W's recertifying while in designated combat zones: 91W's

may submit their application for reregistration from a designated Combat Zone directly to the NREMT. However, if the reregistration form is incomplete, the form will be returned to the individual. NOTE: All correspondence needs to be sent utilizing a tracking method. (I.e.: FEDEX, DHL, UPS, certified mail, etc.) There is a substantial risk of packets being lost in the military mail system. Prior to submission from a Combat Zone, carefully proof read the application to ensure accuracy to prevent future problems with the reregistration packet. Send via Delivery Confirmation and/or Certified Mail. Forms that are returned to the Soldier for correction and then sent back to the National Registry past the 30- days allotted will be forwarded, along with the entire reregistration packet to the US Army EMS Programs Office. The EMS Office will then validate that the 91W/EMT was in a designated Combat Zone, which prevented them from timely resubmission.

3. 91W's who have orders to designated Combat Zones may complete forms and re-register as outlined by NREMT policy. If the 91W has not met the individual requirements, they will follow the reinstatement policy as outlined in paragraph 1 above.

4. 91W's that are deployed to areas not designated as Combat Zones must meet their requirements by their respective expiration dates.

5. This policy will only be valid for the period the 2-year NREMT certification cycle while the Soldier was deployed.

6. This policy applies to only Operations Iraqi Freedom and Enduring Freedom (hostile environments) at the time of this writing.

This is subject to change based on future operational requirements, And as the theaters mature.

This policy has been reviewed and approved by William Brown, Executive Director, NREMT and COL Patricia Hastings, Director of Combat Medical Training.

US Army EMS Programs Office
ATTN: Recertifications (MR Diaz)
3151 W.W. White Road. BLDG 1374 RM 115
Fort Sam Houston, TX 78234-6115
210-221-5214 (DSN 471)

<http://www.cs.amedd.army.mil/91W>

91W AKO Community: <https://www.us.army.mil/suite/page/420>

- Sent by the AMEDD AKO Administrator.

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ATTN: Recertifications (MR Diaz)
3151 W.W. White RD. BLDG 1374 RM 115
Fort Sam Houston, TX 78234-6125**

Need all the documents ASAP..... The clock is ticking

Unfortunately the new policy/contract modification does not cover advanced levels of certification. We are examining the possibility of securing additional funding to address this Soldier issue, but it is not foreseeable

that a resolution would be available for the re-registration period ending 31 March 2007.

You need to check with your local Command as to your options as they pertain to EMT-P sustainment courses. The Army requirement is only funded to meet the EMT-B MOS requirement.

If Soldiers have already sent in their NREMT re-registration application and included payment then they will need to send individual SF 1034s which can be found at <http://www.cs.amedd.army.mil/91w/EMS/Downloads/SF%201034.doc> . Once the form is filled out in it's entirety it will need to be sent with proof of payment in a traceable method (FEDEX, DHL, UPS, certified mail) to:

U.S. Army EMS
ATTN: LTC Clements
3151 W.W. White Rd.
Bldg 1374, Rm 115
FSH, TX 78234